

Wyoming Reservoir Management Group

CHARTER

Background

The Wyoming Reservoir Management Group (RMG), located in the BLM Casper District Office (CDO), Casper, Wyoming, was established in September, 1993. Centralization of reservoir management functions for BLM Wyoming met original management objectives of staffing advantages, cost savings, program consistency, and reduction of program backlogs. In 1997, Wyoming management reviewed RMG's responsibilities and functions due to concerns by field offices on a lack of understanding of RMG's responsibilities and capabilities, workload priorities, and administrative authority. Consequently, it was determined to restate RMG's charter objectives and administrative direction.

Objectives

The Reservoir Management Group (RMG) is responsible for implementing statewide reservoir management goals and objectives in the jurisdictional area of BLM Wyoming and Nebraska. Operations and inspection and enforcement (I&E) concerns from BLM Wyoming field offices, related to RMG responsibilities, will be handled by the RMG staff through direct communication. In addition to reservoir management program requirements, RMG will also provide technical assistance to BLM Wyoming field offices for non-reservoir management concerns when requested (assistance will be dependent upon workload priorities and staff availability).

Functions and Responsibilities

The primary functions of the RMG are the administration of the 1) Agreements, 2) Drainage, and 3) Indian Diligence Development programs within BLM Wyoming. The administration of these programs includes responding to public and industry inquiries, and handling the public file review and public members needs for BLM Wyoming reservoir management information.

Other RMG functions and responsibilities include but are not limited to:

- a) NEPA document input and review (reservoir and economic analysis, reasonable foreseeable development (RFD) and RFD updates)
- b) Indian oil and gas well spacing/well location program within BLM Wyoming and Nebraska, and providing reservoir and economic analysis on these Indian lands when necessary.
- c) NGPA database input and maintenance
- d) Automated mapping (for reservoir management functions, field office use, NEPA document support, public sale, special projects)
- e) MOU Administration (MOU with RMG and State of Wyoming/State Land and Farm Loan Office to identify and apprise State of Wyoming of potential drainage situations on State lands, and MOU with BLM Wyoming and Wyoming Oil and Gas Conservation Commission (WOGCC) pertaining to BLM distribution of information). RMG is the primary contact and liaison for BLM Wyoming field offices for non-Federal APD's and other operational information from WOGCC.
- f) Section 39 lease suspensions dealing with unleased lands
- g) Field office support on technical oil and gas issues related to operations and I&E
- h) Handling Wyoming State Office (WSO) requests for assistance (special projects, ROW leases, general support to WSO on workshops, conferences, meetings, and other issues)
- i) Supporting partnerships with other public entities to enhance reservoir management and oil and gas program administration (examples include the Whitney Canyon/Carter Creek-Technical Committee and Cooperative Venture, the graduate student project between RMG and other educational institutions, and a research project partnership with the University of Wyoming)
- j) Maintaining automation capabilities necessary for RMG's functions and responsibilities

Administrative Authority

RMG is located in the Casper District Office and is under the administrative authority of the Casper District Manager (CDM). The CDM will be responsible for the following:

- 1) Ensuring that the Chief, RMG carries out the functions and responsibilities mentioned above.

- 2) Ensuring that the Chief, RMG amicably resolves any conflicts concerning workload priorities and scheduling project related work among the various field offices.
- 3) RMG's day-to-day logistical needs (office space, vehicles, travel, etc.), personnel and administrative issues.

Other RMG functions or responsibilities not described above that may arise will be reviewed and added if necessary by the CDM, subject to approval by the Wyoming State Office.

The Wyoming State Office will provide program oversight, establish program priorities and policies for the RMG when necessary, and resolve any workload scheduling or project funding conflicts referred by the CDM that may arise.

RMG operations funding will be separate from the CDO and earmarked by the Wyoming State Office (Wyoming Budget Team). When special projects evolve, the CDM may contact the WSO for project priorities and funding. Staffing (or FTE) adjustments for RMG will be based on future revisions of the Wyoming Contingency Plan in consultation with the WSO.